



Office of the Cook County Treasurer

Maria Pappas

2009 ANNUAL TAX SALE

To Begin July 19, 2011

REGISTRATION MATERIALS & RULES AND REGULATIONS

THERE WILL BE NO EXCEPTIONS TO ANY RULE, REQUIREMENT OR POLICY SET FORTH IN THESE REGISTRATION MATERIALS & RULES AND REGULATIONS. BY AGREEING TO THE "REGISTRATION FORM" (ATTACHMENT E), YOU ACKNOWLEDGE THAT YOU HAVE READ, UNDERSTAND, AND AGREE TO ALL RULES, REQUIREMENTS, POLICIES AND PROCEDURES SET FORTH IN THESE REGISTRATION MATERIALS & RULES AND REGULATIONS.

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IMPORTANT! PLEASE READ ALL OF THE FOLLOWING INFORMATION CAREFULLY BEFORE YOU CONSIDER TAKING PART IN THE 2009 ANNUAL TAX SALE. CERTAIN PROVISIONS HAVE CHANGED SINCE THE PREVIOUS SALE.

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PURSUANT TO APPLICABLE PROVISIONS OF THE ILLINOIS COMPILED STATUTES (INCLUDING, WITHOUT LIMITATION, THE ILLINOIS PROPERTY TAX CODE (35 ILCS 200/1-1 et seq.)) AND RELATED CASE LAW, MARIA PAPPAS, COOK COUNTY TREASURER AND EX-OFFICIO COLLECTOR OF COOK COUNTY, HAS ADOPTED THE FOLLOWING RULES AND REGULATIONS FOR CONDUCTING THE 2009 ANNUAL TAX SALE.

ALL REFERENCES HEREIN TO "TREASURER", "TREASURER'S OFFICE" OR WORDS OF SIMILAR IMPORT SHALL REFER TO THE COOK COUNTY TREASURER. ANY REFERENCE HEREIN TO THE "COUNTY BUILDING" SHALL REFER TO 118 N. CLARK STREET, CHICAGO, ILLINOIS 60602. UNLESS THE CONTEXT INDICATES OTHERWISE, THE TERM "BUYER" SHALL BE DEEMED TO INCLUDE THE AUTHORIZED BIDDERS OF SUCH BUYER (ASSUMING PROPER COMPLIANCE WITH THE SINGLE SIMULTANEOUS BIDDER RULE).

A. INTRODUCTION / TAX SALE LOCATION

STATE LAW PROHIBITS COOK COUNTY EMPLOYEES FROM DISCUSSING OR GIVING ADVICE AS TO ELIGIBILITY TO REGISTER, HOW TO OBTAIN A CERTIFICATE OF PURCHASE AND/OR HOW TO FULFILL THE LEGAL REQUIREMENTS OF GOING TO DEED. ALL SUCH INQUIRIES SHOULD BE DIRECTED TO YOUR ATTORNEY.

PERSONS WHO MAY NOT PARTICIPATE IN THE 2009 ANNUAL TAX SALE PURSUANT TO 55 ILCS 55/1:

"No county officer, and no person employed by, or who is a relative or representative of, any county officer in the State of Illinois, while in office or holding office or while in such office or employment, shall have, possess or acquire any pecuniary interest, directly, indirectly or beneficially, or by any derivative process, in any real estate tax forfeiture or foreclosure in the county in which such county officer presides, other than the fee provided by law for the official duties of any such county officer in such proceedings. For the purposes of this Section 'relative' shall be defined as a spouse or child, or the spouse of a child, including a child by adoption."

The 2009 Annual Tax Sale (the "Annual Sale") has been scheduled to commence at 8:30 a.m. on July 19, 2011. The Annual Sale will be conducted from 8:30 a.m. to 5:00 p.m. each day of the sale schedule. At the discretion of the Tax Sale Supervisor, these hours may be extended to accommodate tax buyers placing bids. The Annual Sale includes properties in Cook County eligible for sale due to delinquent Tax Year 2009 property taxes (including, without limitation, general property taxes, back taxes, etc.) and/or delinquent special assessments.

The Annual Sale will be conducted utilizing the services of Realauction.com and will be an online internet based sale at www.cooktaxsale.com. Registration, deposits of collateral, storing bids to be placed on the day of the sale, and payment of certificates can be made from any computer with access to the internet. However the final placement of bids can only be made from computers located in the Cook County Treasurer's Office on the days of the sale.

For those individuals who do not have access to a computer for purposes of registration, deposits of collateral, storing bids to be placed on the day of the sale, and payment of certificates, computers with internet access will be available for use in Room 112 (Randolph Street entrance) of the Cook County Treasurer's Office, 118 N. Clark Street, Chicago, Illinois during regular business hours (9:00 a.m. to 5:00 p.m.) for Annual Sale purposes only.

The Annual Sale will be conducted in four days, with a subsequent re-offer day, in Room 112 (Randolph Street entrance) of the Cook County Treasurer's Office, 118 N. Clark Street, Chicago, Illinois. A list of the properties eligible for sale in the Annual Sale (as of the stated date) was published in community newspapers by township on June 15 & 16, 2011.

Registration for the Annual Sale begins Friday, June 17 and ends Friday, July 8, 2011. You may register at any time during the registration period, provided that your registration must be completed online and the requisite collateral deposit must be received on or before July 8, 2011.

B. LISTINGS OF DELINQUENT PROPERTIES

1. Beginning June 17, 2011, delinquency lists will be available for purchase online at www.cooktaxsale.com via an ACH debit to a checking or savings account in the following amounts:

Delinquent General Real Estate Tax List	\$250
Delinquent Special Assessment List	\$250
Weekly Updates	\$100

The Company ID for purchasing the delinquency list is 2366006541.

After completing an ACH transaction, the list(s) can be downloaded.

2. In addition, a list of the Property Index Numbers (PINs) to be offered for sale at the Annual Sale is available for a PIN by PIN search on the Treasurer's Office website (www.cookcountytreasurer.com).
3. For those individuals who do not have access to a computer with internet access, computers will be available for use in Room 112 (Randolph Street entrance) of the Cook County Treasurer's Office, 118 N. Clark Street, Chicago, Illinois during regular business hours for Annual Sale purposes only.
4. Properties on which delinquent tax liens will be sold are sold "**AS IS.**" The subject parcel's PIN only, and NOT the common street address, describes the delinquent taxes offered for sale. Street addresses and/or property classifications appearing on the delinquency list are not guaranteed to be accurate. The Treasurer's Office does not assume any responsibility, implied or otherwise, as to the accuracy of street addresses and/or property classifications, or as to the legal status or condition of the properties. It is the responsibility of each buyer to perform proper research to determine the property location, classification, nature, and condition of any property or improvements. ALL SALES ARE FINAL.
5. Purchasers of the list(s) or their agents shall not, under any circumstances, modify, display, reproduce, publish, post, create derivative works from, transfer or sell any of the content in the list(s), in whole or in part, in any manner or form whatsoever. Commercial use of the list(s) or its (their) contents is strictly prohibited.

C. REGISTRATION REQUIREMENTS

1. All buyers must complete the online registration at www.cooktaxsale.com. The registration involves completing and agreeing to each of the following: the 2009 Annual Tax Sale Registration (see Attachment E; the "Registration Form"), the Acknowledgement of Single Simultaneous Bidder Rule (see Attachment C; the "Rule Acknowledgment"), and all supplemental information and identification required by any such document and/or these Rules and Regulations (collectively, the "Registration Packet"). All buyers must view and acknowledge that they have read, understood and agreed to all rules set forth in the Registration Packet and the online auction system terms and conditions, and each buyer's requisite collateral deposit must be received on or before July 8, 2011 (whether or not the buyer intends to make any bids on the first day of the Annual Sale). Your completed Registration Packet (with all of your authorized bidders identified therein) must be submitted online, and your required collateral deposit must be completed (or a satisfactory letter of credit or surety bond provided in lieu thereof), no later than **5:00 p.m. Central Daylight Time on July 8, 2011**. **Failure to make such submission and collateral deposit on or before 5:00 p.m. Central Daylight Time on July 8, 2011 (including, without limitation, any failure wherein an ACH transaction is initiated prior to 5:00 p.m. but is not successfully completed on or before 5:00 p.m. on July 8, 2011, or wherein the letter of credit or surety bond deposited by a buyer is unsatisfactory to the Office of the Cook County Treasurer) will render a buyer ineligible to participate in the Annual Sale.**
2. Each buyer must specify, in the completed Registration Form, the name and address of each bidder authorized to bid on his/her/its behalf at the Annual Sale. Each buyer is limited to a maximum of four (4) authorized bidders (which may include such buyer). Buyers not registered as bidders are not allowed to bid. A tax buyer shall not be allowed to have more than one (1) authorized bidder participate in each bidding session. A bidder may not bid on behalf of more than one (1) tax buyer in any bidding session.
3. As provided in Section C1 above, each tax buyer intending to participate in the Annual Sale must view, and acknowledge that he/she has read, understood and agreed to, all rules, regulations, policies and procedures set forth in the Registration Packet. Pursuant to the Single Simultaneous Bidder Rule, as is more particularly described in the Rule Acknowledgment, no tax buyer may have its/his/her actual or apparent agents, employees, or related entities directly or indirectly register under multiple registrations for the intended or perceived purpose of having more than one person bidding at the Annual Sale at the same time for the intended or perceived purpose of increasing the principal's likelihood of obtaining a successful bid on a parcel. Related bidding entities, or entities perceived to be related, may not be online bidding at the same time during the Annual Sale. The Treasurer's Office, at its sole discretion, can bar from the remainder of the Annual Sale any bidder or entity determined to have violated the Single Simultaneous Bidder Rule.
4. Each buyer must provide with its/his/her Registration Form a copy of a current photo identification card (e.g., a driver's license, state-issued identification card, U.S. Passport, or military identification) for each authorized bidder designated in such buyer's Registration Form. The Treasurer's Office will NOT make copies of these materials for you. The identification can either be uploaded during the online registration, faxed to the facsimile number provided on the online Registration Form, or provided to the Treasurer's Office,

Room 112 (Randolph Street entrance). The Registration Form is not deemed complete until copies of IDs for all bidders have been submitted.

5. After completing the online Registration Form, the buyer will create a user name and password in order to access its online account that will be used throughout the duration of the Annual Sale. A collateral deposit made via an ACH debit from a checking or savings account can be made from the buyer's online account at www.cooktaxsale.com.
6. After the buyer submits the Registration Packet, supplies acceptable photo identifications for all bidders and makes a collateral deposit (or supplies a letter of credit or surety bond in lieu thereof), the Treasurer's Office will review such information and a buyer number will be assigned. The buyer will be notified of its buyer number via the email address supplied on the Registration Form and such number will also appear when the buyer logs into its online account at www.cooktaxsale.com. Once the buyer has been assigned a buyer number, the buyer can view PINs and save bids to be placed during the Annual Sale.
7. Registered bidders for a buyer that is eligible to participate in the Annual Sale may pick up their own, individual bidder identification badges 5 business days after the Treasurer's Office has approved the buyer's registration and issued a buyer number to such buyer. A photograph of each bidder will be taken. In addition, at the time of badge pickup each authorized bidder will be required to sign a copy of Section V ("Representations and Warranties") of the buyer's Registration Form.
8. Each person intending to participate in the Annual Sale must carry one of the following forms of photo identification with them at all times during the Annual Sale: driver's license, state-issued ID, U.S. Passport or U.S. issued military ID. Persons not carrying both a photo ID and registration badge will not be allowed to participate in the Annual Sale.
9. For those individuals who do not have access to a computer with internet access, computers will be available for use in Room 112 (Randolph Street entrance) of the Cook County Treasurer's Office, 118 N. Clark Street, Chicago, Illinois during regular business hours for Annual Sale purposes only.
10. Individuals needing assistance with technical questions regarding accessing their account or other questions of a technical nature regarding the online system should contact Realauction.com's customer service number at (877) 361-7325. Representatives of Realauction.com cannot give legal advice and will not discuss or give advice as to one's eligibility to register, how to obtain a certificate of purchase, or any other matters of a non-technical nature. All such inquiries should be directed to your attorney.

D. DEPOSIT OF COLLATERAL

1. A deposit of collateral with the Treasurer's Office must be received **no later than 5:00 p.m. Central Daylight Time on Friday, July 8, 2011.** The following are the only forms of collateral accepted: (a) ACH debit payment from a checking or savings account, (b) irrevocable and unconditional letter of credit, or (c) unconditional surety bond. **CASH WILL NOT BE ACCEPTED AS COLLATERAL.** **Please note that the Company ID for deposits of collateral with the Treasurer's Office is 1366006541.** Letters of credit and surety bonds must be acceptable in form and substance to the Treasurer's Office, in its sole discretion. Letters of credit and surety bonds to be posted as collateral should be

brought directly to the registration intake area in Room 112 (Randolph Street entrance).
NOTE: NO RECEIPT IS GENERATED OR PROVIDED FOR LETTERS OF CREDIT AND BONDS. IF YOU WOULD LIKE A TIME-STAMPED COPY OF ANY SUCH INSTRUMENT, YOU MUST BRING AN EXACT PHOTOCOPY WITH YOU TO ROOM 112 (Randolph Street entrance), THE TREASURER'S OFFICE WILL TIME STAMP SUCH COPY.

2. Letters of credit or surety bonds must be made payable to the "Cook County Treasurer" immediately and unconditionally on demand and must satisfy each of the following:
 - Provide that more than one draw or claim may be made thereon;
 - Allow for a draw or claim to be made by facsimile transmission with the original to be provided thereafter;
 - Provide for payment of a draw or claim on the date of its receipt, by overnight delivery to the Treasurer and Ex-Officio County Collector of Cook County;
 - Provide for its automatic extension or for its renewal, prior to the stated expiration date, at the sole request of the Treasurer;
 - Not expire earlier than seventy (70) days after the scheduled conclusion of the Annual Sale (i.e. October 4, 2011);
 - State on its face that such letter of credit or surety bond is for the use and benefit of Maria Pappas, Treasurer and Ex-Officio County Collector of Cook County, Illinois;
 - State that a draw or claim may be made when the tax buyer named in the letter of credit or surety bond fails to complete a payment of the amount she/he/it has successfully bid, and that such letter of credit or surety bond may be drawn upon or a claim made thereon at any other time at the unilateral discretion of the Treasurer's Office;
 - State within the body of the letter of credit or surety bond the name, mailing address, telephone and fax telephone number to which demands for draws or claims are to be sent, and the name and telephone number of a contact person for information;
 - State that the letter of credit or surety bond is unconditional and irrevocable; and
 - State that with regard to any disputes or claims, venue and jurisdiction shall be exclusively in the Circuit Court of Cook County, Illinois.

See Attachment B -- Sample Letter of Credit. Please note that unconditional surety bonds must comply with all requirements set forth above and must not contain extensive or unduly onerous claim requirements.

3. Letters of credit and ACH debits must be drawn on a federally insured bank or financial institution.
4. Unconditional bonds must be issued by a surety approved by the Circuit Court of Cook County. The signature on the form must be of an officer of a surety company that is on file with the Circuit Court of Cook County.
5. **Pursuant to 35 ILCS 200/21-220, the dollar amount of a buyer's collateral must equal or exceed 150% of the total dollar amount of the taxes, penalty, interest and statutory fees purchased by such buyer on any given sale day; provided that in no event may the dollar amount of collateral deposited be less than \$1,000.**

- NOTE: Statutory fees applicable to each purchased delinquency include: (a) \$10.00 Publication fee (35 ILCS 200/21-135); (b) \$100.00 Sale in Error Fund fee (35 ILCS 200/21-330); (c) \$80.00 Indemnity Fund Fee (35 ILCS 200/21-295(a-5)); and (d) \$10.00 Automation fee (35 ILCS 200/21-245).
 - For example, if the total dollar amount of the taxes, penalty, interest and statutory fees successfully bid on by a buyer at any one point in time equals \$10,000, the buyer must have at least \$15,000 of collateral timely deposited with the Treasurer's Office.
6. Any buyer who exceeds its collateral during any given sale day will be barred from participating in the Annual Sale for the remainder of that day and shall thereafter remain barred from participating in the Annual Sale until such buyer makes full payment on its account.
 7. Collateral may ONLY be increased if the additional collateral is deposited **no later than 5:00 p.m. Central Daylight Time on Friday, July 8, 2011.** Once any collateral is deposited, it will not be returned until after the Annual Sale has ended and confirmation of proper payment has been made.
 8. ACH debits that are used as collateral will be deposited by the Treasurer in a non-interest bearing trust account. No interest will be paid to the buyer upon return of these funds.
 9. When the Annual Sale ends, **the buyer MUST complete the online form for return of the collateral.** Letters of credit and surety bonds will be returned within a reasonable period of time after such a request is made, but only after all such requesting buyer's Annual Sale purchases have been completed and satisfied. If the collateral deposit was made via an ACH payment, a refund of the deposit will be returned to the same account that originated the ACH payment.
 10. Successful bidders who do not make complete payment of all taxes, penalty, interest, and statutory fees on their purchased parcels **when payment is due** will have their collateral drawn upon to satisfy this debt. See Section G hereof -- "Payment Procedures" – for further details as to when and how buyers must make payment for properties purchased at the Annual Sale. **Any buyer whose collateral is drawn upon for failure to make timely payment to complete a sale will be deemed to have defaulted on its statutory obligations and will be barred from the remainder of the Annual Sale. Buyers whose collateral does not cover their purchase when so drawn upon will be personally liable for the deficiency, plus costs of collection. Buyers in default, while remaining liable for their bids (including taxes, penalties, interest and statutory fees), nevertheless will not be entitled to certificates of purchase.**
 11. For those individuals who do not have access to a computer with internet access, computers will be available for use in Room 112 (Randolph Street entrance) of the Cook County Treasurer's Office, 118 N. Clark Street, Chicago, Illinois during regular business hours for Annual Sale purposes only.

E. TAX SALE PROCEDURES ONLINE

1. Parcels are offered in consecutive order of volume and PIN. Parcels are grouped in batches for purposes of bidding. Bidding for all parcels in a batch ends at 5:00 p.m. on each sale date.
2. Once a buyer has been issued a bidder number he/she/it can access the online sale system where the parcels offered for sale are listed. Buyers are allowed to store, view and change potential bids on the online sale system. However, no bid can be officially submitted or accepted until its scheduled sale day.
3. Parcels published in June of 2011 for sale may not be offered at the Annual Sale for a number of reasons. These include, but are not limited to: full satisfaction of the taxes prior to sale; bankruptcy; federal forfeiture; municipal acquisition; exempt property; removal by court order; prior no-cash bid; and other reasons provided by law. In all of the aforementioned circumstances, the parcels will be marked as unavailable on the online sale system.
4. Once a parcel has been marked as unavailable, it will not be re-offered at the Annual Sale for any reason.
5. On the online sale system, buyers can save, view and change potential bids. Although such bids can be stored, they are not effective until the day of the sale when the bidder attends the Annual Sale in person, logs into the online tax sale system, and selects "submit stored bids." Buyers will receive a printed receipt for all bids they have placed.
6. On the online tax sale system, buyers can view only their own bids. Bids of other buyers are not displayed. The winning bids are displayed to all registered buyers on www.cooktaxsale.com at the conclusion of each sale date (after 5:00 p.m.).
7. At 5:00 p.m. on each day of the sale, bidding for all parcels in the batch ends. Bidders are required to attend the sale and "submit stored bids" in Room 112 (Randolph Street entrance) prior to 5:00 p.m. It is recommended to store your potential bids prior to attending the sale to ensure you are able to submit such bids prior to the 5:00 p.m. deadline.
8. Bidders will bid a rate of penalty interest for which they are willing to purchase the property taxes on a parcel. The maximum interest is 18%, and the lowest is 0%. Parcels are awarded on a parcel-by-parcel basis to the bidder offering to pay the total tax amount due (this includes all advertised taxes, penalty and interest, plus statutory fees) for the lowest penalty percentage.
9. After 5:00 p.m. the online sale system will determine the winning bids on a parcel-by-parcel basis, starting with the first parcel in the batch, based on the lowest percentage bid on each parcel. If there are multiple bids of the same percentage and the bid is 0%, the online auction system will randomly select the winning bid from among the bidders that bid 0% and have posted sufficient collateral. If there are multiple bids of the same percentage in an amount greater than 0%, such parcels will be re-offered on the re-offer sale date.

10. A buyer's collateral is used to determine if the buyer is eligible to successfully bid on a PIN. The online tax sale system calculates the collateral requirement on a PIN-by-PIN basis within the batch, taking into account the amounts due on the PINs previously awarded to the buyer. For example, if a buyer is awarded the first PIN in a batch, his/her collateral will be reduced by the amount due on such PIN for purposes of determining the buyer's eligibility to successfully bid on other PINs in the batch.
11. If a buyer does not have the required collateral, the PIN will not be awarded to that buyer. Only collateral for prior successful bids is taken into account when determining the collateral requirement for the PIN being awarded.
12. The auction results will be displayed on the online tax sale system at the conclusion of the process of awarding PINs.
13. All determinations by the online program are final. All sales of delinquent tax are final unless otherwise provided by law.
14. The re-offer sale will take place on or about July 26, 2011 at 8:30 a.m. and will end at 5:00 p.m. The re-offer sale will only include (a) those PINs for which there were multiple bids at the same percentage rate between 1% and 18% at the Annual Sale and (b) those PINs for which the winning bidder at the Annual Sale failed to complete his/her/its purchase. All registered buyers can participate in the re-offer sale. The bid that can be entered for each re-offered PIN may be between 0% and 18%. PINs are awarded at the re-offer sale using the same rules as are described above with respect to the regular Annual Sale dates. If a PIN receives two (2) or more bids at the same percentage rate between 1% and 18% at the re-offer sale, then the PIN is "forfeited" and is not awarded. PINs for which no new bids are received at the re-offer sale will also be "forfeited" and not awarded.

F. SEATING

1. Doors will open at 8:30 a.m. on each day of the Annual Sale.
2. Upon check-in on the first day of sale, each registered bidder who is then eligible to participate in the Annual Sale must present his/her ID and buyer identification number to a tax sale staff person for verification that the individual has registered as a bidder. The registered bidder will be given a seat at a computer to submit his/her bids. Seating will be assigned on a first-come, first-serve basis.
3. Seat assignments will be available in 60 minute time sessions per buyer on a day-to-day basis, from June 17, 2011 thru July 18, 2011 8:30 a.m. until 5:00 p.m.
4. Seat assignments will be available in 15 minute time sessions per buyer on a day-to-day basis, from July 19, 2011 thru July 26, 2011 8:30 a.m. until 5:00 p.m.

What Are You Buying?

You are NOT buying the property. You are buying a tax lien on the property. To maintain this lien or acquire any other interest in the property itself you must follow all steps as required by applicable statute, administrative rule and case law.

You have NO right to have the tax bill put in your name, or to take any action with respect to the property unless and until you obtain a tax deed from the Circuit Court of Cook County.

G. PAYMENT PROCEDURES

1. **All payments must be made through the online tax sale system by an ACH debit to a checking or savings account for the amount due (this includes all advertised taxes, penalty and interest, plus statutory fees) for the PINs awarded. The Company ID for payment is 2366006541.**
2. Payment must be made by 11:59 p.m. Central Daylight Time on the next business day following the date the bid is awarded. For example, if a buyer is awarded bids on 7/19/11, payment for such bids must be made no later than 11:59 p.m. Central Daylight Time on 7/20/11.
3. Bills for successful bids, commonly known as "buy sheets," will be available online after the close of each day of the Annual Sale. These buy sheets should be printed offsite in landscape format and may be printed multiple times and used for purposes of obtaining tax sale searches at the Cook County Clerk's Office. Two printed copies of the buy sheet are required by the Clerk, as described in Attachment D.
4. Upon completing an ACH payment through the online tax sale system, buyers will be issued receipts from the Cook County Treasurer's Office in Room 112. **Do not lose these receipts, as duplicate receipts ARE NOT available.** Each buyer is responsible for the safekeeping of its buy sheets and receipts.
5. Buyers cannot use collateral for payment of any awarded bids. Any buyer whose collateral is drawn upon for failure to make timely payment of an awarded bid will be deemed to have defaulted on its purchase and will be permanently disqualified from the remainder of the Annual Sale. Buyers whose collateral does not cover their purchase when so drawn upon will be personally liable for the deficiency, plus costs of collection. Buyers in default, while remaining liable for their bids (including taxes, penalties, interest and statutory fees) nevertheless will not be entitled to certificates of purchase.
6. Each parcel purchased for general taxes, back taxes, or special assessments will be assessed statutory fees in addition to the unpaid tax, penalty, and interest. These fees must be paid to complete the sale. Each parcel purchased will be assessed the following fees: (a) \$10.00 publication fee (pursuant to 35 ILCS 200/21-135); (b) \$100.00 Sale-in-Error Fund fee (pursuant to 35 ILCS 200/21-330); (c) \$10.00 Treasurer's Automation fee (pursuant to 35 ILCS 200/21-245); and (d) \$80.00 Indemnity Fund fee (pursuant to 35 ILCS 200/21-295(a-5)).

7. For those individuals who do not have access to a computer with internet access, computers will be available for use in Room 112 (Randolph Street entrance) of the Cook County Treasurer's Office, 118 N. Clark Street, Chicago, Illinois during regular business hours for Annual Sale purposes only.
8. **Subsequent Tax Payments** must be submitted electronically through our Subsequent Tax Electronic Payment System (STEPS) to pay subsequent general taxes online through an ACH debit. PINs purchased at the 2009 Annual Tax Sale will be available for payment when the Clerk has prepared the tax year 2009 judgment books.
9. The Treasurer's Office **no longer accepts subsequent general tax payments from Annual Tax Buyers through the cashier line, and will not provide duplicate tax bills.** All Annual Tax Buyers making subsequent tax payments must register through the STEPS site; please visit the site (www.cookcountysubtax.com) for more information.

H. GENERAL MATTERS

1. Employees of the Treasurer's Office and Realauction.com are prohibited from discussing or giving advice as to one's eligibility to register, how to obtain a certificate of purchase, and/or how to fulfill the legal requirements of going to deed. All such inquiries should be directed to your attorney.
2. Use of cellular telephones in the tax sale room is strictly prohibited. Please place all telephones and pagers on silent mode while in the sale room. Violators of this rule may be removed from the Annual Sale.
3. Personal communication by a buyer or authorized bidder with any employee of the Treasurer's Office participating in the conduct of the Annual Sale, whether that person is then on duty or not, is strictly prohibited and will result in that buyer being barred from the remainder of the sale. Please address any questions or concerns directly to the Tax Sale Supervisor.
4. Spectators may view the sale on the sale dates.
5. County employees are strictly prohibited from accepting any gifts from persons doing business with the County. This ban includes food and drinks and other nominal items. Please do not jeopardize the employment of any employee by offering or giving any remuneration, gift, food or beverage. Buyers or bidders who violate this rule may be barred from the Annual Sale.
6. Use of portable computers in the tax sale computer room is strictly prohibited. Violators of this rule may be removed from the Annual Sale.

I. INQUIRIES

General inquiries can be made to the Real Auction Customer Service Department at (877) 361-7325. Information is also available on the Cook County Treasurer's web site, www.cookcountytreasurer.com.

Questions pertaining to legal matters should be directed to your attorney. The legal staff at the Treasurer's Office will not answer your questions on how to proceed to tax deed, redemption periods, interest on redemptions, or any other topics of a legal nature. If you do not have an attorney, you may call the Chicago Bar Association Lawyer Referral Services at (312) 554-2000.

2009 Annual Tax Sale Schedule

SALE BEGINS TUESDAY, JULY 19, 2011 AT 8:30 A.M. THE TAX SALE HOURS OF OPERATION ARE 8:30 A.M. TO 5:00 P.M. ON EACH SCHEDULED SALE DAY. THE DATES OF SALE AND THE DAILY SALE HOURS MAY BE EXTENDED AS NEEDED, AND SUCH DATES SHALL AT ALL TIMES REMAIN SUBJECT TO CHANGE AS MAY BE NECESSITATED BY INTERRUPTIONS IN SERVICE OR OTHER FORCES BEYOND THE CONTROL OF THE COOK COUNTY TREASURER.

Sale Date	Volume	Township
July 19, 2011	001 to 147	Barrington, Berwyn, Bloom, Bremen, Calumet, Cicero, Elk Grove, Evanston, Hanover, Lemont, Leyden, Lyons, Maine, New Trier, Niles, Northfield, Norwood Park, Oak Park, Orland
July 20, 2011	148 to 270	Palatine, Palos, Proviso, Rich, River Forest, Riverside, Schaumburg, Stickney, Thornton, Wheeling, Worth, Hyde Park
July 21, 2011	271 to 464	Hyde Park, Jefferson, Lake
July 22, 2011	465 to 601	Lake, Lake View, North Chicago, Rogers Park, South Chicago, West Chicago
July 26, 2011	Re-Offer	

ATTACHMENT B

[This language is advisory only, and is not meant for any purpose other than to give tax buyers a general idea of and sample of an acceptable letter of credit. Using this language is no guarantee that a letter of credit will be approved. Your financial institution may add whatever language it feels necessary so long as it is not inconsistent with the terms required by the Cook County Treasurer's Office.]

UNCONDITIONAL AND IRREVOCABLE LETTER OF CREDIT

BENEFICIARY

Maria Pappas
Treasurer and Ex-Officio Collector of Cook County, Illinois
118 N. Clark Street, Room 112
Chicago, IL 60602

To the Treasurer and Ex-Officio Collector:

We hereby issue this Unconditional and Irrevocable Letter of Credit No. _____ in favor of Maria Pappas, Treasurer and Ex-Officio Collector of Cook County, Illinois ("Beneficiary") for the account of [**Applicant**] ("Applicant") up to the aggregate amount of [**written number**] (\$_____).

This credit is issued, presentable and payable on sight at our Office at [**address**]. Drawings may be made by facsimile, Attention [**name**], [**title**], [**address**] at [**fax number**]. Information may be obtained from [**name**], [**title**] at [**telephone number**]. If the drawing is made by facsimile, the original drawing document shall be mailed, on the same day, to the attention of [**name**], [**title**] at [**address**], or otherwise delivered within 24 hours to the attention of the same person at the indicated address.

Funds under this Letter of Credit are available to the Beneficiary unconditionally against sight drafts or facsimile purporting to be signed by the Beneficiary (whether actual or acting) for any sum or sums not exceeding a total of [**written number**] (\$_____) drawn on our Office and mentioning the Letter of Credit by number and Applicant name. The sight draft or facsimile shall state that Applicant has failed to complete a payment of the amount she/he/it has successfully bid for taxes at the 2009 Annual Tax Sale, or shall state that the drawing is being made at the unilateral discretion of the Treasurer and Ex-Officio Collector and shall further state the reason for the drawing (which reason is also within the sole and exclusive discretion of the Treasurer and Ex-Officio Collector). Funds drawn under this Letter of Credit shall be sent on the date of receipt of notice of a draw, by overnight delivery to the Beneficiary at the address listed above.

Partial and multiple drawings are permitted.

This Letter of Credit shall expire at 12 Noon Central Daylight Time on [**expiration date**] unless prior to such expiration date an extension request is made in writing by the Beneficiary to this Office, attention [**name**], [**title**] at [**address**], in which case this Letter of Credit shall automatically be renewed for one year.

This Letter of Credit sets forth in full the terms of this Office's undertaking, and may be amended only by a written amendment signed by us and by the Beneficiary. Our obligations are primary obligations to the Beneficiary. We shall honor drafts drawn and presented hereunder and in compliance with the terms of this Letter of Credit.

If there are any disputes or claims with respect to this Letter of Credit, venue and jurisdiction shall lie exclusively with the Circuit Court of Cook County, Illinois.

This Letter of Credit is subject to the Uniform Customs and Practice for Documentary Credits, International Chamber of Commerce Publication No. 500, 1993 revision ("AUCP"), and the Uniform Commercial Code, 810 ILCS 5/5-101 *et seq.*, as amended from time to time, and as in effect in the State of Illinois ("UCC"). To the extent the provisions of the UCP and the UCC shall conflict, the provisions of the UCC shall govern.

[Name of Financial Institution]

By: _____
[Name], [Title]



ATTACHMENT C

Maria Pappas

Cook County Treasurer

Acknowledgement of Single Simultaneous Bidder Rule

(This form will be completed online when registering)

As in prior tax sales, the Cook County Treasurer will enforce the Single Simultaneous Bidder Rule (also known as the "Single Simultaneous Related Bidding Entity Rule"). A related bidding entity is defined as any individual, corporation, partnership, joint venture, limited liability company, business organization, or other entity that has a shareholder, partner, principal, officer, general partner or other person or entity having an ownership interest in common with, or a contractual relationship with, any other registrant in the 2009 Annual Tax Sale.

This rule provides that one tax buying entity (principal) may not have its/his/her/their actual or apparent agents, employees, or related entities, directly or indirectly register under multiple registrations for the intended or perceived purpose of having more than one person bidding at the tax sale at the same time for the intended or perceived purpose of increasing the principal's likelihood of obtaining a successful bid on a parcel.

This rule does not prevent a single bidder from alternating the identity of the buyer for whom he/she is bidding at any given time, as long as related bidding entities, or entities perceived to be related, are not bidding at the same time.

The determination of whether registered entities are related, so as to prevent the entities from bidding at the same time, is at the sole and exclusive discretion of the Cook County Treasurer or her designated representatives.

By signing below, I certify under penalty of perjury pursuant to § 1-109 of the Illinois Code of Civil Procedure that I am a duly authorized agent, officer, or representative for _____; that I have received and understand the above-stated rules; that at no time during the 2009 Annual Tax Sale shall I, or the entity that I represent, or an entity directly or indirectly related to the above tax buyer, have multiple bidders registered as separate bidding entities simultaneously bidding at the 2009 Annual Tax Sale.

I agree that if the tax-buying entity that I represent is challenged by the Cook County Treasurer with respect to having related, or allegedly related, entities simultaneously bidding at the 2009 Annual Tax Sale, all such disputes shall have exclusive venue and jurisdiction in the Circuit Court of Cook County.

[This form is to be completed online when registering]

Authorized Agent for the above Tax Buyer

Date

[This form is to be completed online when registering]

Printed Name

ATTACHMENT D



Cook County Clerk David Orr
Real Estate and Tax Services Division
118 N Clark Street, Room 434
Chicago, Illinois 60602
312/603-5656

June 6, 2011

Dear Taxbuyer:

Please follow the attached guidelines when applying for tax searches and then obtaining the Certificates of Purchases for your sales.

These guidelines were designed to conserve staff resources and promote efficient customer service. Your cooperation is greatly appreciated.

Please note again this year that we will not be providing you with the reminders this office may have provided in the past regarding prior year delinquencies that must be paid. You are advised to pay these promptly or risk the conversion of your sale to a 5% sale under the provisions of the Property Tax Code, 35 Illinois Compiled Statutes 200/21-240 (2006).

Once you have been provided with your tax search information, we will proceed to issue your Certificate of Purchase as soon as is feasible after the statutory period has elapsed. No individual warnings will be issued to those who have not yet complied with the requirement to pay prior year delinquencies.

If you have any questions regarding the Clerk's Office procedures, please contact the Tax Sale Supervisor in our Redemption Department at (312) 603-6801.

Sincerely,

Fredda Berman

Fredda R. Berman
Director, Real Estate and Tax Services
Office of the Cook County Clerk

Attachments

ATTACHMENT D



Cook County Clerk David Orr

Real Estate and Tax Services Division
118 N Clark Street, Room 434
Chicago, Illinois 60602
312/603-5656

PURCHASE OF TAX SALE SEARCHES

No Certificates of Purchase will be issued unless the Tax Buyer is current in paying for their tax searches and their certificate fees.

The fee for the tax search is \$37.00 per parcel purchased, which must be paid within ten days of the date of sale. To expedite service, we are requiring that you also pay the \$10.00 fee for the Certificate at the time you order the searches. You will thus be required to pay \$47.00 per parcel at the time you order tax searches. The procedure is as follows:

- 1) Bring two copies of your daily buy sheets from the Collector's Office to the Accounting Department in the Clerk's Office. A check payable to the County Clerk for the full amount of the Search and Certificate fees is required.
- 2) To calculate the amount of the check, multiply \$47.00 for each parcel sold, noting that any General and Special sold together, or any multiple Back Tax Years sold together, require only one payment of \$47.00 for the taxes that were sold together.
- 3) The Accounting Department will validate both copies of the daily buy sheets and one will be returned for your records.
- 4) The County Clerk's Office will then conduct a tax search and will prepare a bill for any prior taxes that are delinquent. This bill should be paid within the time frame set forth in the Property Tax Code, 35 Illinois Compiled Statutes 200/21-240 (2006). If not paid in accordance with this section, the sale may be converted to a five-percent sale without further notice. A copy of the statutory provision is attached for your reference.

ATTACHMENT D

(35 ILCS 200/21-240)

Sec. 21-240. Payment for property purchased at tax sale; reoffering for sale. Except as otherwise provided below, the person purchasing any property, or any part thereof, shall be liable to the county for the amount due and shall forthwith pay to the county collector the amount charged on the property. Upon failure to do so, the amount due shall be recoverable in a civil action brought in the name of the People of the State of Illinois in any court of competent jurisdiction. The person so purchasing shall be relieved of liability only by payment of the amount due together with interest and costs thereon, or if the property is reoffered at the sale, purchased and paid for. Reoffering of the property for sale shall be at the discretion of the collector. The sale shall not be closed until payment is made or the property again offered for sale. In counties with 3,000,000 or more inhabitants, only the taxes, special assessments, interest and costs as advertised in the sale shall be required to be paid forthwith. The general taxes charged on the land remaining due and unpaid, including amounts subject to certificates of error, not included in the advertisement, shall be paid by the purchaser within 10 days after the sale, except that upon payment of the fee provided by law to the County Clerk (which fee shall be deemed part of the costs of sale) the purchaser may make written application, within the 10 day period, to the county clerk for a statement of all taxes, interest and costs due and an estimate of the cost of redemption of all forfeited general taxes, which were not included in the advertisement. After obtaining such statement and estimate and an order on the county collector to receive the amount of forfeited general taxes, if any, the purchaser shall pay to the county collector all the remaining taxes, interest and costs, and the amount necessary to redeem the forfeited general taxes. The county collector shall issue the purchaser a receipt therefor. Any delay in providing the statement or in accepting payment, and delivering receipt therefor, shall not be counted as a part of the 10 days. When the receipt of the collector is issued, a copy shall be filed with the county clerk and the county clerk shall include the amount shown in such receipt in the amount of the purchase price of the property in the certificate of purchase. The purchaser then shall be entitled to a certificate of purchase. If a purchaser fails to complete his or her purchase as provided in this Section, the purchase shall become void, and be of no effect, but the collector shall not refund the amount paid in cash at the time of the sale, except in cases of sale in error. That amount shall be treated as a payment and distributed to the taxing bodies as other collections are distributed. The lien for taxes for the amount paid shall remain on the property, in favor of the purchaser, his or her heirs or assigns, until paid with 5% interest per year on that amount from the date the purchaser paid it. The amount and fact of such ineffective purchase shall be entered in the tax judgment, sale, redemption and forfeiture record opposite the property upon which the lien remains. No redemption shall be made without payment of this amount for the benefit of the purchaser, and no future sale of the property shall be made except subject to the lien of such purchaser. This section shall not apply to any purchase by any city, village or incorporated town in default of other bidders at any sale for delinquent special assessments.

(Source: P.A. 84-1308; 88-455.)

ATTACHMENT D



Cook County Clerk David Orr

Real Estate and Tax Services Division
118 N Clark Street, Room 434
Chicago, Illinois 60602
312/603-5656

Cook County Clerk's Office

PROCEDURES FOR ISSUING CERTIFICATES

1. The receipt from the Treasurer's Office showing payment must be in volume and property index number order.
2. The first and second installments should be stapled together. If a special assessment was included in the Sale, this must also be attached.
3. A total should be calculated for each parcel bought, to match with the total that is to appear on the Certificate of Purchase. This total is arrived at by adding the total amount paid to the Collector, whether at the time of sale or after the tax search, plus the **\$47.00** Clerk's Fee that does not appear on the bill.
4. If you are picking up more than five (5) certificates, an appointment must be scheduled with our office. We will be calling all taxbuyers when certificates become available. If you do not receive a call within a reasonable amount of time, it is your responsibility to contact our office.
5. We are trying to accommodate all our customers' needs. If you do not appear within fifteen minutes of your scheduled time, we will assume you are not coming, and will give you a new appointment.
6. If you have any questions regarding a certificate you have already received, please make a copy of the certificate and bring it to our office. There is no need to schedule an appointment. We will respond to your questions and correct any problems as soon as possible.



ATTACHMENT E

Maria Pappas

Cook County Treasurer

Registration Number

2009 Annual Tax Sale Registration

(Attachment E must be completed online to register.)

Section I

REGISTERED TAX BUYER – Legal entity to which Certificates of Purchase will be issued:

Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: _____ Fax: _____
E-mail: _____ SSN: _____
FEIN: _____

Section II

AUTHORIZED BIDDERS – Only the following individuals are authorized to bid on behalf of and bind the above-named Tax Buyer (**Remember to attach photocopies of all bidders' photo identifications**):

<u>Name/SSN:</u>	<u>Address</u>	<u>Telephone, Fax & E-mail</u>
1) _____ SSN: _____	_____ _____ _____	_____ _____ _____
2) _____ SSN: _____	_____ _____ _____	_____ _____ _____
3) _____ SSN: _____	_____ _____ _____	_____ _____ _____
4) _____ SSN: _____	_____ _____ _____	_____ _____ _____

ATTACHMENT E**Section III**

Identify the legal status of the tax buying entity named in Section I (Select ONLY one):

Individual ☐ Assumed Name ☐ Partnership ☐
Limited Partnership ☐ Corporation/LLC ☐ 501(c)(3) ☐

If you selected "Individual," you may skip to Section V.

Section IV

If you are buying under an **Assumed Name**, please provide the following:

County/State in which your Assumed Name is filed: _____

Name of person buying under assumed name: _____

Address of person: _____ City: _____

State: _____ Zip: _____ Telephone: _____

FAX: _____ E-mail: _____

For each person having an ownership or profit sharing interest in the Assumed Name entity, give the following information (use an additional sheet of paper if necessary):

	<u>Name/SSN:</u>	<u>Address</u>	<u>Telephone, Fax & E-mail</u>
1)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
2)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
3)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____

ATTACHMENT E

If the tax buyer is a **Partnership**, please provide the following regarding ALL PARTNERS (general, limited, equity or other) (use an additional sheet of paper if necessary):

	<u>Name/SSN:</u>	<u>Address</u>	<u>Telephone, Fax & E-mail</u>
1)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
2)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
3)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____

If the tax buyer is a **Limited Partnership/LLP**, please provide the following:

State in which Limited Partnership or LLP is registered: _____

Name of the Registered Agent or Officer: _____

Address of Registered Agent or Officer: _____

In addition, give the following information for each member of the Limited Partnership/LLP (use an additional sheet of paper if necessary):

	<u>Member Name/SSN:</u>	<u>Address</u>	<u>Telephone, Fax & E-mail</u>
1)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
2)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
3)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____

ATTACHMENT E

If the tax buyer is a **Corporation/LLC**, please provide the following:

State of Incorporation: _____ Year of Incorporation: _____

Is the Corporation in Good Standing: Yes / No

If the Corporation is not an Illinois Corporation, is the Corporation licensed to do business in Illinois: Yes / No

Is the Corporation Publicly Held: Yes / No

Name of Registered Agent: _____

Address of Registered Agent: _____

For each person with a stock or profit sharing interest in the corporation, please provide the following, (use an additional sheet of paper if necessary):

	<u>Name/SSN:</u>	<u>Address</u>	<u>Telephone, Fax & E-mail</u>
1)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
2)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____
3)	_____	_____	_____
SSN:	_____	_____	_____
		_____	_____

If the tax buyer is a **501(c)(3) Charitable Organization**, please provide the following:

Name of Chief Executive Officer: _____

Address of headquarters: _____

Do you have tax-exempt status with the Illinois Department of Revenue? Yes / No

Section V

REPRESENTATIONS AND WARRANTIES

I represent and warrant, except as is fully disclosed below, with copies of the documentation of the matters disclosed, that the bidding entity registering to be permitted to participate in the 2009 Annual Sale is not affiliated with any other entity or person registering to bid at the 2009 Annual Sale, in that:

- (A) It has no capital, purchase money, or other finances in common with any other bidding entity or person registering to bid at the 2009 Annual Sale;
- (B) It shares no common ownership interest or common source of funds with any other bidding entity or person registering to participate at the 2009 Annual Sale;
- (C) It has no agreements to purchase or sell any parcels successfully bid on at the 2009 Annual Sale by any other registering bidding entity or person at the 2009 Annual Sale;
- (D) It has no agreements to purchase or sell any parcels successfully bid on at the 2009 Annual Sale by any entity or person known to be ineligible to bid at the 2009 Annual Sale;
- (E) It does not stand to gain financially pursuant to an agreement with another bidding entity registering for the 2009 Annual Sale concerning parcels to be bid upon or purchased by such other entity at the 2009 Annual Sale.

I have received a copy of the 2009 Annual Tax Sale Rules and Regulations.

I have read and understood the 2009 Annual Tax Sale Rules and Regulations.

I agree to comply with the 2009 Annual Tax Sale Rules and Regulations.

Explanations, if needed:

Attach additional pages if necessary. Attach exhibits, if any, to application.

Pursuant to §1-109 of the Illinois Code of Civil Procedure, each of the undersigned states under oath or affirmation that all of the information set forth in this registration is true, correct, and complete.

Signature of Buyer

Date: _____

ATTACHMENT E

Signature(s) of ALL Authorized Bidder(s): Bidders will sign when they pick-up their badges

1. _____
2. _____
3. _____
4. _____

FOR OFFICE USE ONLY

☐ LOC ☐ CC ☐ MO ☐ BOND \$ _____ .00

Accepted BY: _____ Date: _____

☐ LOC ☐ CC ☐ MO ☐ BOND \$ _____ .00

Accepted BY: _____ Date: _____

☐ LOC ☐ CC ☐ MO ☐ BOND \$ _____ .00

Accepted BY: _____ Date: _____